

**FEDERAL AID PROCESS/
CLIMATE INITIATIVES COMPETITIVE GRANTS
PROGRAM OVERVIEW**

November 9, 2010

9:00 a.m. – 12:30 p.m.

MTC, MetroCenter Auditorium

101 8th Street

Oakland, CA 94607

I. INTRODUCTIONS

9:00 am – 9:10 am

I. Climate Initiatives Competitive Grants*-

9:10 am - 10:00 am

(Brenda Dix, MTC Planning and Ursula Vogler, MTC Public Information)

- Project Management and Requirements
- Delivery Deadlines
- Project Evaluation

II. Federal Aid Process*-

10:00 am - 12:00 pm

(Sylvia Fung/Boris Deunert, Caltrans District 4 Office of Local Assistance)

- Field Review Form/Preliminary Environmental Studies Form (PES)
- National Environmental Policy Act - NEPA Clearance
- Design - Consultant Contracts
- Right of Way-
 - E-76 authorization for Right of Way and R/W Utilities
 - R/W Certification
- Construction - Advertise, Award, and Administer Contract
- DBE Requirements

III.MTC Programming and Project Delivery*-

12:00 pm – 12:30 pm

(Craig Goldblatt, MTC Programming and Allocations)

- Transportation Improvement (TIP) Programming and Schedule
- Resolution of Local Support
- Delivery (Obligation) Deadlines

*Presentation handouts to be provided at meeting

OneBayArea

Innovation Starts Here



5 Key Steps to Delivering Project

1. Lead agency submits final project scope, budget and schedule to MTC
2. MTC amends projects into the 2011 Transportation Improvement Program
3. Lead agency consults with Caltrans, obtains authorization to proceed, and then fully implements project within 2 years of receiving authorization to start work
4. MTC works with lead agency to **(a)** design and implement detailed evaluation work plan and **(b)** feature pilot project as part of larger Climate Initiatives Outreach Program
5. Lead agency to submit semi-annual progress reports on project implementation to MTC and a final close-out report to MTC and Caltrans

Step 1:

Submit Final Scope, Budget, and Schedule

- Lead agency is required to submit a final scope, budget, and schedule to MTC (attn: Brenda Dix (bdix@mtc.ca.gov) in electronic format
- Include all elements of the project as described in the proposal or as modified based upon discussions with MTC (not just the federally funded elements reflected in the 2011 TIP Amendment)
- Due Date: November 17, 2010

Step 1:

Final Budget and Schedule

TASK NUMBER	TASKS	LEAD PARTNER	TOTAL COST	GRANT REQUEST	LOCAL MATCH TOTAL	MATCH				FY 2011												FY 2012
						IN-KIND		CASH														
						Amount	Source	Amount	Source	J	F	M	A	M	J	J	A	S	O	N	D	
2	Task Title																					
2.1	Subtask Title																					
	Plan Development																					
	Scope development																					
	Procurement																					
	Implementation																					
	Ongoing Support																					
	<i>Task Total</i>																					
	Grand Total																					

Step 1:

Federal Milestones

Delivery Milestones Timeline

Milestone	Month	Year	Notes
Request to Caltrans for E-76			
Obligation Date			
Begin Environmental Studies			
End Environmental Studies			
Begin Design Engineering			
End Plans, Specs, and Estimates			
Begin R/W Certification			
Advertise Construction (Ready to list)			
Begin Construction (Award)			
Project Open for Service			

Environmental Review

Type of Environmental Document		Options: CE, EIR/EIS, ND/FONSI
Scheduled Circulation Date of Draft Environmental Document	DD/MM/YYYY	

Step 1: Federal Budget

	PE Phase					ROW Phase					CON Phase				
Project Component	Grant Amount	Match	Match Source	Phase Duration	Obligation Year	Grant Amount	Match	Match Source	Phase Duration	Obligation Year	Grant Amount	Match	Match Source	Phase Duration	Obligation Year
Project Component 1				mm/yy-mm/yy	2011 or 2012				mm/yy-mm/yy	2011 or 2012				mm/yy-mm/yy	2011 or 2012
Project Component 2				mm/yy-mm/yy	2011 or 2012				mm/yy-mm/yy	2011 or 2012				mm/yy-mm/yy	2011 or 2012
Grand Total															

Step 2: Amend Projects into TIP

- The TIP is the region's spending plan for public surface transportation projects based on anticipated federal, state, regional and local funding
- MTC is currently preparing a TIP Amendment
- TIP Amendment must be approved before Caltrans issues project authorizations
- **Proposed TIP Amendment Timeline**
 - **MTC approval December 15**
 - **Caltrans approval January 12**
 - **Federal approval February 11**

Step 3:

Begin Federal-Aid Process

- The Golden Rule: Federal Funds = Federal Rules
- Procedural Manual publishes the rules:
<http://www.dot.ca.gov/hq/LocalPrograms/lam/lapm.htm>
- Key Elements You Need to Know:
 - Federal TIP before project authorizations
 - Authorization before starting work
 - NEPA clearance before final design, right-of-way, or construction
 - Payment after work is done and invoices

Step 4a:

Conduct Project Evaluation

- MTC will conduct a program evaluation of the Climate Initiatives Program to determine:
 - Transportation activity impacts
 - Emissions impacts
 - Cost and cost-effectiveness
 - Lessons learned
- MTC and evaluation consultant will:
 - Review evaluation approach described in proposal
 - Meet and discuss evaluation work plan with lead agency
 - Assign tasks to be carried out by lead agency (via budget set aside for project evaluation) vs. MTC/consultant
 - Report on evaluation methodology and results

Step 4b:

Profile Projects in Climate Initiatives Public Outreach Program

- Program Objectives
 - Develop a regional campaign to reduce greenhouse gas emissions
 - Influence the public to make transportation choices to reduce these emissions using behavior change strategies
 - Evaluate the effectiveness of the strategies used so that they may be replicated and/or continued in the future.
- Certain grant projects will be featured in the public outreach campaign.
 - Campaign to be developed by MTC and RHDG (consultant)
- Any outreach and branding components must be vetted through MTC to ensure consistency throughout the program
 - MTC may also assist project sponsors to develop outreach materials

School and Youth Outreach Program

- School and Youth Outreach Program is a component of the Climate Initiatives Public Outreach Program
- The RFP was released on October 27, 2010
- Selected consultant or consultant team will develop best practices from current efforts (such as the SR2S Creative Grants and County Programs) and initiate new efforts in order to develop an effective regional program.
- Selected consultant or consultant team will work with SR2S Creative Grant recipients as part of this process.

School and Youth Outreach Program RFP Schedule

- RFP Bidder's Conference at 1:30 p.m. **TODAY**
in Room 171
- Bids due Tuesday, November 23, 2010 at 4 p.m.
- MTC scheduled to approve selected consultant or consultant team January 12, 2011

Step 5:

Submit Progress Reports

- Lead agency is required to submit semi-annual progress reports in June and November and a final report on the entire project scope (not just the federal grant portion) to MTC
- Progress Report to include:
 - Description of implementation activities performed to date
 - Description and schedule of remaining implementation activities
 - Budget expenditures to date and how balance is allocated to remaining tasks
 - Key project implementation highlights (i.e., how's the project going, what feedback have you heard from the policy makers, stakeholders, and the public, what implementation issues are you running up against, etc.)
- Final Report
 - Summary of implementation activities
 - Qualitative project assessment (including identification of project issues, what you've learned through this project, and lessons for future implementation)

Climate Initiatives Program: MTC Contacts

Ashley Nguyen
Climate Initiatives
Program Manager
anguyen@mtc.ca.gov
510.817.5809

Brenda Dix
Climate Initiatives
Program Coordinator
bdix@mtc.ca.gov
510.817.5927

Craig Goldblatt
SR2S Program Manager
cgoldblatt@mtc.ca.gov
510.817.5837

Ursula Vogler
Climate Initiatives Outreach
Program Manager
uvogler@mtc.ca.gov
510.817.5785



FEDERAL-AID HIGHWAY PROGRAM OVERVIEW

General Requirements and Procedures

PRESENTED BY:

District 4 Local Assistance

November 2010



CONGRATULATIONS! YOUR PROJECT IS IN THE FTIP!

- NOW WHAT?
- HOW DO I GET MY MONEY?
- WHAT ARE THE HOOPS I HAVE TO JUMP THROUGH?



What is Local Assistance?

The Caltrans Division of Local Assistance in Sacramento and 12 District Local Assistance Offices **assist** local agencies in negotiating through the various requirements of **state** and **federal** transportation funded programs.



FUNDING PROGRAMS

Examples of Federal Funding Programs:

- (Regional) Surface Transportation Program (**RSTP**)
- Congestion Mitigation & Air Quality (**CMAQ**)
- High Priority Program, Earmarks (**DEMO**),
- Project of Regional and National Significance (**PRNS**)
- Hwy. Bridge Program (**HBP**)
- Transportation Enhancement (**TE**)
- Highway Safety Improvement Program (**HSIP**)
- Safe Route to School Program (**SRTS**)
- Emergency Relief (**ER**)



Roles and Responsibilities

- **FHWA**
 - Federal agency ultimately responsible for ensuring compliance with all federal requirements on highway projects
- **CALTRANS**
 - Stewardship Agreements delegates many FHWA responsibility to Caltrans for “Delegated” projects



Roles and Responsibilities

- **CALTRANS HQ (SACRAMENTO)**
 - Federal Authorizations (E-76s)
 - Processing STIP Allocations/Extension Requests
 - Preparing/Executing agreements
 - Interacting w/ other HQ units on behalf of District & local agencies (Ombudsman)
 - Advice on policy interpretation & implementation procedures



Roles and Responsibilities

- **CALTRANS DISTRICT 4**
 - Initial and Primary Contact with Local Agencies
 - Advise Local Agencies on Caltrans Local Assistance Policies/Procedures
 - Receive Funding Requests from Local Agencies, Review for Completeness and transmit to HQ
 - Conduct Field Reviews, Final Verification
 - Coordinate with HQ in processing Local Agency Funding Requests



Roles & Responsibilities

- **LOCAL AGENCY**
 - 1995; under the “Re-engineering of Local Assistance Procedures” many Title 23 responsibilities were delegated by Caltrans to local agencies
 - Primarily responsible for implementing projects
 - conception • environmental • maintenance
 - planning • design
 - programming • construction



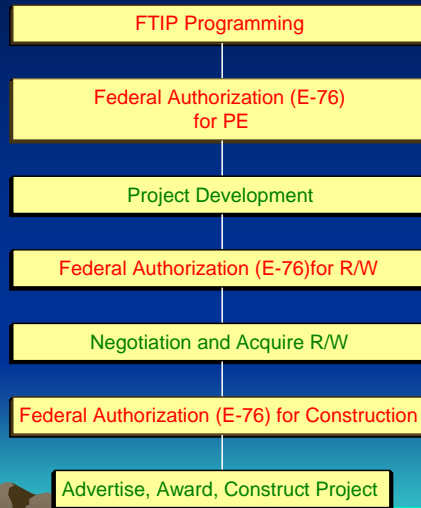
Local Assistance Process

WARNING:

**ANY WORK STARTED
BEFORE FEDERAL
AUTHORIZATION
(E-76) WILL**

NOT

**BE ELIGIBLE FOR
REIMBURSEMENT !**



Federal Authorization Definitions

- Authorization to Proceed - Formal authorization to begin reimbursable work
- Obligation - Federal government's commitment to reimburse State for federal share of project costs
- Request for Authorization (RFA) – local agency's paperwork and supporting document package for authorization
- E-76: Electronic Federal Authorization



Federal Authorization Definitions

- Formal “Authorization to Proceed” is required prior to beginning work for which federal reimbursement will be sought
- Separate “Authorization to Proceed” required for:
 - Preliminary Engineering (Environmental and Design)
 - Right of Way
 - Construction (prior to advertising contract)



PE Authorization

- Covers preliminary engineering work associated with environmental process and final design
- Final design can begin only after NEPA clearance
- May include preliminary R/W activities necessary to develop project alternatives



Field Review

- Introduce reviewers and PM
- Clarify job scope & funding
- Identify environmental issues
- Commit to schedule
- Discuss deadlines
- Ask questions



Environmental

- Clarify the project description
- Understand the NEPA rules
- Agree on schedule: submit/review
- PQS, new NEPA Assignment
- Is CT CEQA lead?
- Start early!





Design

- AASHTO rules!
- Design exceptions signed by DPW
- Use federal specs and wages
- Include DBE requirements
- Registered Engineer s
- On SHS>> CT specs



RW Authorization

- If federal reimbursement is sought for any phase of the project, all R/W activities must conform to federal requirements
- NEPA environmental clearance required prior to authorization
- Must be obtained prior to negotiation w/ owners
- Covers:
 - Appraisals
 - Negotiation w/ owners
 - RW Acquisition
 - Relocation Assistance



Right of Way

- Need qualified agency to acquire
- RW Cert by authorized manager
- Consult with our RW staff
- Right of Entry is not the answer
- Coordinate utilities
- Encroachments?



Construction Authorization

- Required PRIOR to advertising construction contract
- NEPA clearance required prior to federal authorization
- Right of Way Certification required



Construction

- Need R/W Cert 2 or 1 to award
- Report award info promptly
- Full time employee oversight
- Use federal specs & wages
- Enforce DBE specs
- Submit Final Report promptly



Agreements

- General
 - Legal contract between Caltrans and Local Agency specifying project requirements and funding commitments
 - Required prior to federal/State reimbursement
 - Master Agreements
 - Program Supplement Agreements



Agreements

- Local Assistance Master Agreements
 - Two types:
 - Federal-aid
 - State-only
 - Local Agency agrees to comply with federal and/or state laws, regulations, policies and procedures related to design, R/W acquisition, construction and maintenance



Agreements

- Program Supplement Agreements (PSA)
 - Addresses project specific conditions, fiscal commitments and special requirements
 - Encumbers federal funding for the project
 - Processed after first Authorization to proceed
 - Subsequently authorized funds are encumbered by revised Finance Letters



Invoice Procedures

- Federal-aid Program is a reimbursement program
 - Local agency first pays contractor, then seeks federal reimbursement
- Reimbursable work
 - Preliminary engineering
 - Right of Way activities
 - Construction and CE
 - Pre-award Audit Costs
 - Contract Claims Cost



Invoice Procedures

- Progress Invoices
 - Submitted directly to District w/ backup
 - Submitted no more often than monthly
 - Submit Award Package with first Construction invoice
- Final Invoice
 - Reviewed and approved by District
 - Included in Final Report of Expenditures (ROE)



Inactive Obligation

- A Project becomes INACTIVE when:
 - There is no financial activity (invoice) for > 12 months
- Inactive project subject to de-obligation when:
 - \$500k or more inactive > 12 months
 - Between \$50k and \$500k inactive > 24 months
 - Under \$50k inactive > 36 months
- Quarterly Inactive Obligation Review



Project Completion

- Local agency conducts final inspection
 - Upon completion of any corrective actions, local agency accepts work.
- Caltrans Project Verification
 - Verifies project is constructed in accordance w/ scope/description in Project Authorization
- “Report of Expenditures” must be submitted w/in 180 days



Local Assistance Publications

- Division of Local Assistance
 - Local Assistance Program Guidelines
 - Local Assistance Procedures Manual
 - Local Programs Procedures (LPPs)
 - **Local Assistance Office Bulletins** (DLA-OBs)
- Publications CD/DVD
- All of the above available on Internet @ <http://www.dot.ca.gov/hq/LocalPrograms/>



District 4 Local Assistance

Sylvia Fung	Office Chief
John Brewster	Alameda and Contra Costa
Hin Kung	SF, San Mateo, Santa Clara
Moe Shakernia	Marin, Solano, Sonoma, Napa
Chien Wu	Highway Bridge
Louis Schuman	Special Projects

Environmental

Boris Deunert	CC, SF, SM, Mrn, Sol, Son
JoAnn Cullom	Alameda, SC, Napa



The Environmental Process for Local Assistance Projects

Streamlining Delivery



OLA	Alameda	Contra Costa	Marin	Napa	San Francisco	San Mateo	Santa Clara	Solano	Sonoma
Env. Planner	Hugo Ahumada	Tom Holstein	Tom Holstein	Hugo Ahumada	Susan Tse	Susan Tse	Hugo Ahumada	Tom Holstein	Susan Tse
Senior Env Planner	JoAnn Cullom	Boris Deunert	Boris Deunert	JoAnn Cullom	Boris Deunert	Boris Deunert	JoAnn Cullom	Boris Deunert	Boris Deunert
Engineer	Val Chauhan Tiep Dang	Nam Nguyen, Robert Kroepfl	HP Tang	May Kung	Jimmy Panmai	Marco Militante	David Pneh	Johnson Lee	Ken Nguyen
Senior Engineer	John Brewster	John Brewster	Moe Shakernia	Moe Shakernia	Hin Kung	Hin Kung	Hin Kung	Moe Shakernia	Moe Shakernia
Bridges Senior Engineer Chien Wu	Roland Nimis	Srilatha Ravi	Renato Resuello	Renato Resuello	Srilatha Ravi	Srilatha Ravi	Roland Nimis	Renato Resuello	Srilatha Ravi
OLA=Office of Local Assistance									

PES and Field Review Submittal

- The Preliminary Environmental Study Form is the initial document submitted to request environmental clearance <http://www.dot.ca.gov/hq/LocalPrograms/lam/forms/msword/LAPM06A.doc>
- All thirty six questions should be answered in detailed and complete sentences. Information regarding Local Assistance procedures can be found in the Local Assistance Procedures Manual at <http://www.dot.ca.gov/hq/LocalPrograms/lam/forms/lapmforms.htm>.

The PES form is located in Chapter 6 of the Local Assistance Procedures Manual.

Submittal Requirements

THE BAY AREA'S ENDANGERED AND THREATENED SPECIES

MAMMALS BRUSH RABBIT SAN JOAQUIN KIT FOX RIVER PIPISTRELLE
 RIPARIAN BRUSH RABBIT BLUE WHALE HADDOCK WHALE RIGHT WHALE
 HUMPBACK WHALE SPERM WHALE HUMPBACK POR BEAL STELLER SEA LION
 SOUTHERN SEA OTTER **BIRDS** CALIFORNIA BROWN PELICAN CALIFORNIA CLAPPER
 RAIL CALIFORNIA LEAST TERN ALEUTIAN CANADIAN GOOSE BALD EAGLE WESTERN
 SNOWY PLOVER MARBLED MURRELET NORTHERN SPOTTED OWL **REPTILES**
 MONITOR LIZARD GIANT GARTER SNAKE **AMPHIBIANS** LUNGEHEAD TURTLE LOGPERCH TURTLE

1. USFWS Endangered and Threatened Species list by Quads for your area. The information for the quad info is below.

Go to the following website and pan over the square in which the project is located. The USFWS Quad name will appear...

<http://bard.wr.usgs.gov/getDEMSMap.html>

Then go to the USFWS website and generate the species list using the Quad name

http://www.fws.gov/sacramento/es/spp_lists/QuadNameLookup_Search.cfm



2. A completed Visual Resource Checklist, answer and total score.

<http://www.dot.ca.gov/ser/vol1/sec3/community/ch27via/VIAChecklistGuidefinal.doc>

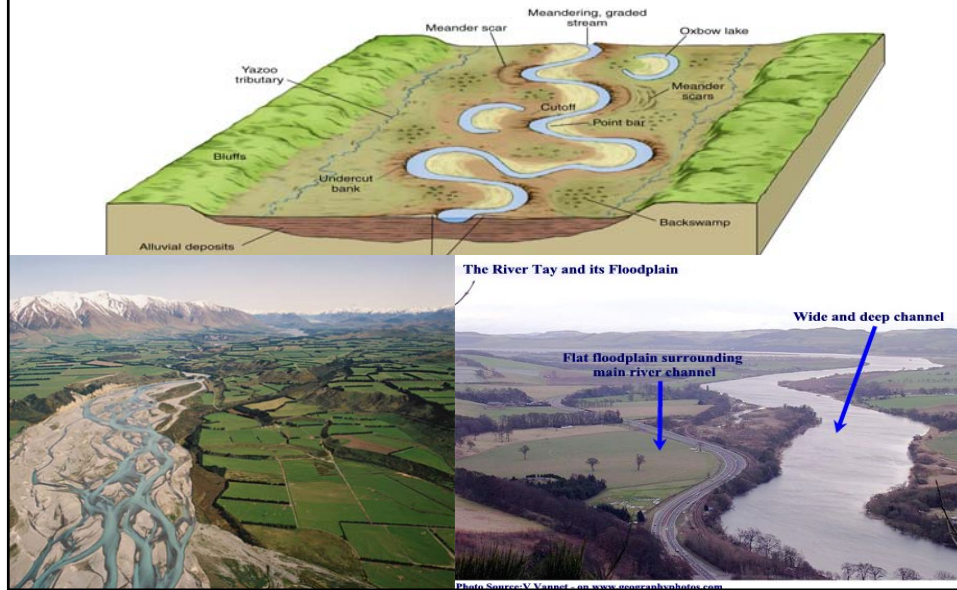


3. Geotracker printout for the area.

<http://www.geotracker.swrcb.ca.gov/>



4. 100 year FEMA Floodplain Map



Process Steps

- Schedule Field Review
- Scoping of potential project impacts
- Finalizing and signing PES including Office of Cultural Resources input
- Letter to Local Agency with study and permit requirements
- Agency prepares studies and submits to the Office of Local Assistance

Process Steps

- Studies will be reviewed and commented on
- If necessary other Federal Agencies will be consulted
- Documents are being finalized and approved
- Once all studies have been approved and impacts are being eliminated or mitigated the NEPA decision document will be issued (CE/FONSI/ROD)

Final

FINAL FEDERAL AID SERIES Fall 2010 / Spring 2011 SCHEDULE:

Instructors:

- Course I** **Richard Monroe and Satish Chander**
Course II **Debbie Loh, Maggie Townsely and Brian Calvert**
Course III **Caltrans ROW assigned per district**
Course IV **Satish Chander and Scott Lanphier**
Course V **Satish Chander and Scott Lanphier**

Fall 2010

District 7 – Los Angeles

Caltrans District Coordinator/Contact Person:

Cynthia Franklin; Cynthia.e.franklin@dot.ca.gov; (213) 897-0784

- Course I** **Thurs 09/02**
Course II **Tues 09/21**
Course III **Thurs 09/28**
Course IV **Wed 10/13**
Course V **Thurs 10/14**

District 6 – Fresno

Caltrans District Coordinator/Contact Person:

Karen Moore; karen_moore@dot.ca.gov; (559) 445-5573

- Course I** **Mon 10/18**
Course II **Tues 10/19**
Course III **Mon 10/20**
Course IV **Tues 11/03**
Course V **Wed 11/04**

District 10 – Stockton

Caltrans District Coordinator/Contact Person:

Jaylene Hess; jaylene_hess@dot.ca.gov; (209) 948-3616

- Course I** **Tues 11/09**
Course II **Wed 11/10**
Course III **Mon 11/15**
Course IV **Mon 11/22**
Course V **Tues 11/23**

Spring 2011

District 12 - Irvine

Caltrans District Coordinator/Contact Person:

Homa Nouri; homa.nouri@dot.ca.gov; (949) 724-2410

- Course I** **Wed 01/12**

Course II Tues 01/18
Course III Thurs 01/20
Course IV Mon 01/31
Course V Tues 02/01

District 11 - San Diego

Caltrans District Coordinator/Contact Person:

Debora Ledesma-Ribera; debora.ledesma-ribera @dot.ca.gov; (619) 278-3766

Course I Wed 02/16
Course II Tues 02/22
Course III Thurs 02/24
Course IV Wed 03/09
Course V Thurs 03/10

District 8 – San Bernardino

Caltrans District Coordinator/Contact Person:

Donna Viega-Sage; Donna_viega-sage@dot.ca.gov; (909) 388-7719

Course I Tues 03/01
Course II Thurs 03/03
Course III Wed 03/09
Course IV Tues 03/15
Course V Wed 03/16

District 3 – Marysville

Caltrans District Coordinator/Contact Person:

James Day; james_p_day@dot.ca.gov; (530) 741-5116

Course I Thurs 03/24
Course II Tues 03/29
Course III Thurs 03/31
Course IV Wed 04/06
Course V Thurs 04/07

District 4 – Oakland

Caltrans District Coordinator/Contact Person:

Jose Reyes; jose_reyes@dot.ca.gov; (510) 286-5233

Course I Wed 04/20
Course II Tues 04/26
Course III Wed 05/11
Course IV Mon 05/16
Course V Tues 05/17

District 5– San Luis Obispo

Caltrans District Coordinator/Contact Person:

Mikie Wickersham; mikie_wickersham@dot.ca.gov; (805) 549-3074

Course I Wed 05/11

Course II Thurs 05/12

Course III Tues 05/17

Course IV Mon 05/23

Course V Tues 05/24

District 1– Ukiah/Eureka

Caltrans District Coordinator/Contact Person:

Suzanne Theiss; suzanne_theiss @dot.ca.gov; (707) 445-6399

Course I Mon 06/06 Ukiah

Course II Thurs 06/09 Eureka

Course III Tues 06/14 Ukiah

Course IV Mon 06/20 Ukiah

Course V Mon 06/27 Eureka

California Department of Transportation
District 4-Trans Plan & Local Assistance
111 Grand Avenue, MS 10B
Oakland, CA 94612
P. O. Box 23660
Oakland, CA 94623-0660



Sylvia Fung
Office Chief, Local Assistance
sfung@dot.ca.gov

Phone (510) 286-5226
Fax (510) 286-5229
TTY 711

www.dot.ca.gov

CALTRANS IMPROVES MOBILITY ACROSS CALIFORNIA



District 4, Division of
Transportation Planning/
Local Assistance
111 Grand Avenue
94612/Mail: P.O. 23660
Oakland, CA 94623-0660

Chien S. Wu, P.E.
Branch Chief
Office of Local Assistance

510.286.5227

Fax 510.286.5229
chien_wu@dot.ca.gov



District 4, Division of
Transportation Planning &
Local Assistance
Mail Station: 10B
111 Grand Avenue
P.O. Box 23660
Oakland, CA 94623-0660

John C. Brewster, P.E.
Senior Transportation Engineer
Office of Local Assistance

510.286.6485

Fax 510.286.5229
john_brewster@dot.ca.gov

California Department of Transportation
District 4

Division of Transportation Planning &
Local Assistance
111 Grand Avenue, MS: 10B
Oakland, CA 94612
Mail: P.O. Box 23660
Oakland, CA 94623-0660



Hin P. Kung
Senior Transportation Engineer
Office of Local Assistance

Phone: 510.622.5930
Fax: 510.286.5229
hin_kung@dot.ca.gov



District 4
Transportation Planning &
Local Assistance
Mail Station: 10-B
111 Grand Avenue
Oakland, CA 94612
Mail: P.O. Box 23660
Oakland, CA 94623-0660

Boris Deunert, Ph.D.
Senior Environmental Planner
Office of Local Assistance

510.286.6371
Fax 510.286.5229
Cell 510.715.9330
boris_deunert@dot.ca.gov

State of California

Department of Transportation, District 4
Office of Local Assistance
111 Grand Avenue 94612/Mail: P.O. Box 23660
Oakland, CA 94623-0660



Moe Shakernia, P.E.
Senior Transportation Engineer
Office of Local Assistance

(510) 286-5236
Fax (510) 286-5229
moe_shakernia@dot.ca.gov

California Department of Transportation

District 4
Division of Transportation
Planning & Local Assistance
111 Grand Avenue, MS: 10B
Oakland, CA 94612
Mail: P.O. Box 23660
Oakland, CA 94623-0660



Louis J. Schuman, P.E.
Senior Transportation Engineer
Office of Local Assistance

Phone: 510.286.5232
Fax: 510.286.5229
louis_schuman@dot.ca.gov

California Dept of Transportation

District 4 - Local Assistance

Arthur P. Duffy, PE
Transportation Engineer

111 - Grand Ave, 12th Floor
Oakland, Ca 94623
(510) 622-5928
art_duffy@dot.ca.gov
CE Lic # 48706



The Transportation Improvement Program (TIP) and Project Delivery



Federal Aid Workshop

Craig Goldblatt

November 9, 2010

The TIP is a Comprehensive listing of Transportation Projects

- That receive federal funds
- Subject to a federally required action
- Regionally significant

Inclusion in TIP Permits Access to Federal Funding

- A project in the TIP allows the sponsor to access federal funding and any associated federal actions
- As soon as a project is in a draft TIP revision or update, the sponsor may begin working with Caltrans Local Assistance towards grant approval
- **DO NOT** incur any costs to be reimbursed with federal funding until those funds are in an approved TIP AND Caltrans has issued an authorization (E-76 or “obligation” of funds)

Grouped Listing

- **Group Listings**
 - A Group of projects that are exempt from air quality conformity that included as a single line item in the TIP that are not determined to be regionally significant may be grouped by function or work type in one line item of the metropolitan TIP.
 - Group is supported by a back-up listing detailing project's funding, schedule, and design concept and scope, which provides greater flexibility for change
- **CMA Block Grant, SR2S County, and Regional TLC programs are in a grouped listing format but will be split out into individual project listings by January 2011**

Revisions to the TIP

- **Administrative Modification**
 - Primarily a change involving less than \$5 million or less than 25% of total project cost (whichever is more restrictive)
 - Thirty-day process
- **Amendment**
 - Change exceeding above administrative modification thresholds, adding or deleting a project or a phase, change in project scope
 - 2-3 month process

TIP Status and Schedule

- 2009 TIP is currently in force until the 2011 TIP is approved
 - Regional TLC Grant Projects and County SR2S non-infrastructure programs are included. Sponsors with Grants / phases programmed in federal FY 2011 should contact Caltrans immediately to schedule a field review and may request an obligation (starting October 1, 2010).
- 2011 TIP approval is pending
 - Block Grant Programs with few exceptions are included in the 2011 TIP and other programs are carried over from the 2009 TIP.
 - October 2010: MTC 2011 TIP approval
 - December 2010: FHWA/ FTA TIP final approval.
- First Revisions to the 2011 TIP will follow

Housekeeping

- Local resolution of support required and to be uploaded as part of the FMS application.
 - http://www.mtc.ca.gov/funding/STPCMAQ/STP_CMAQ_LocalSupportReso.doc
 - December 8, 2010 deadline for new projects in December TIP amendment.
- Any changes to projects, new projects or project deletions must be requested by January 27, 2011 as a 2011 TIP revision

Project Delivery Deadlines

- **MTC Regional Project Delivery Policy (Resolution 3606)**
 - http://www.mtc.ca.gov/funding/delivery/MTC_Res_3606.pdf
 - Ensures that the MTC Region does not lose funding to other regions in the region of other States
- **Key obligation deadlines (of year programmed in TIP)**
 - February 1: Request Submittal for Authorization (E-76 or FTA fund transfer) to Caltrans
 - April 30: FHWA approves E-76 or transfer of funds to FTA
 - May 1 – August 30: first come first serve of remaining obligation authority
- **Deadlines after Obligation**
 - Six months after obligation: Construction advertisement
 - Nine months after obligation: Construction
 - Once every 6-12 months: invoicing and reimbursement

Useful Links

- MTC TIP page: www.mtc.ca.gov/funding/tip/
- 2011 TIP Page: www.mtc.ca.gov/funding/tip/draft2011.htm
- Grouped Listing:
www.mtc.ca.gov/funding/tip/DRAFT_2011/grouped.htm
- TIP Revision Information: www.mtc.ca.gov/funding/tip/revisions.htm
- TIP Revision Schedule:
www.mtc.ca.gov/funding/tip/2011/2011_TIP_Revision_Schedule.pdf
- Fund Management System: the web accessible TIP
fms.mtc.ca.gov/fms/home.do
- Resolution of Local Support:
www.mtc.ca.gov/funding/STPCMAQ/STP_CMAQ_LocalSupportReso.doc

For More Information

Sri Srinivasan
TIP Administrator
ssrinivasan@mtc.ca.gov
(510) 817-5793

Craig Goldblatt
Federal Programs and Project
Delivery
cgoldb@mtc.ca.gov
(510) 817-5837

METROPOLITAN TRANSPORTATION COMMISSION
TRANSPORTATION IMPROVEMENT PROGRAM (TIP)
TENTATIVE 2011 TIP REVISION SCHEDULE (SUBJECT TO CHANGE)
as of November 9, 2010

REVISION TYPE	REVISION NUMBER	AMENDMENT REQUEST SUBMISSION DEADLINE	MTC APPROVAL*	STATE APPROVAL*	FED. APPROVAL*	APPROVAL STATUS
Admin. Modification	11-01	November 18, 2010	December 17, 2010	December 22, 2010	N/A	TBD
Admin. Modification	11-02	December 30, 2011	January 31, 2011	February 8, 2011	N/A	TBD
Amendment	11-03	October 29, 2010	December 15, 2010	January 12, 2010	February 11, 2010	TBD
Admin. Modification	11-04	February 24, 2011	March 31, 2011	April 8, 2011	N/A	TBD
Amendment	11-05	January 27, 2011	March 23, 2011	April 6, 2011	April 29, 2011	TBD
Admin. Modification	11-06	April 28, 2011	May 31, 2011	June 9, 2011	N/A	TBD
Amendment	11-07	March 31, 3011	May 25, 2011	June 8, 2011	June 30, 2011	TBD
Admin. Modification	11-08	June 30, 2011	July 29, 2011	August 12, 2011	N/A	TBD
Amendment	11-09	May 26, 2011	July 27, 2011	August 10, 2011	August 31, 2011	TBD
Admin. Modification	11-10	August 25, 2011	September 28, 2011	October 12, 2011	N/A	TBD
Amendment	11-11	July 28, 2011	September 28, 2011	October 12, 2011	November 2, 2011	TBD
Admin. Modification	11-12	October 27, 2011	November 30, 2011	December 14, 2011	N/A	TBD
Amendment	11-13	September 29, 2011	November 23, 2011	December 7, 2011	January 4, 2012	TBD
Amendment	11-14	November 24, 2011	January 25, 2012	February 8, 2012	February 29, 2012	TBD

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Kindly Note:

* Future approval dates are expected dates and are subject to change